

**REGULAR MEETING #554  
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS  
MINUTES**

**December 10, 2009**

*(There was no meeting in November)*

**OPEN MEETING – 6:30 PM**

**Palisades United Methodist Church**

**27002 Camino de Estrella, Capistrano Beach, CA 92624**

**A. CALL TO ORDER**

Board President Laster called the meeting to order at 6:30 PM.

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

Directors Present: Laster, Bell, Bancroft, & Levinson

Directors Absent: Schwartz

Staff Present: Manager Russell

Guests Present: Russell Willmon, Securitas

**D. PUBLIC COMMENTS**

There were no public comments.

**E. APPROVAL OF MINUTES**

*1. Meeting #553 of October 27, 2009*

Motion was made by Vice President Bell, seconded by Director Bancroft and passed 3-0-2 (Director Schwartz was absent and Director Levinson arrived late) to approve the minutes of meeting #553 of October 27, 2009.

**F. SECURITY ACTIVITY REPORT**

*1. The monthly reports for October and November, 2009 were presented for review.*

Securitas Branch Manager Russell Willmon reported that our regular full time graveyard gate officer Chris Luviano has left employment with Securitas to become a police officer with the City of Los Angeles and will be replaced by Ms. Kimberly Stewart. There were no other comments.

**G. FINANCIAL REPORT**

*1. The claims and transmittals were presented for review.*

*2. Monthly expenses and year to date reports through November were presented for review.*

Manager Russell reported that the Prop. 1A Securitization Program has fulfilled its purpose of providing the District with 100% of the property tax revenue that was taken by the State. The District will receive the first \$25,000 reimbursement in mid-January and the second and final \$25,000 reimbursement in mid-May. Vice President Bell pointed out that it appears the \$27,693 check written on 11/13/09 was not reported in the *Budget vs. Actual* report for November and requested staff to consult with the bookkeeper on this.

*3. Approval of Christmas Bonuses for Staff.*

Manager Russell recommended the District continue the staff Christmas bonuses from the past two holiday seasons. Motion was made by Director Bancroft, seconded by Director Levinson and passed 4-0-1 (Director Schwartz absent) to provide \$200 to the Post Commander and \$100 each to all gate and patrol officers, the District police officer and the District administrative assistant.

**H. COMMITTEE REPORTS**

*1. LCP Committee*

Manager Russell reported that the 12 month camera use agreement with CoastalWatch has expired and they will be removing the equipment from the roof of 35051 in the next two weeks. The camera placement was part of a grant program that CoastalWatch was participating in to experiment with the use of low-resolution video imagery to monitor local shoreline processes, wave run-up, mean high tide line, etc.

*2. CBRA Activity Report including Quality of Life Committee*

CBRA co-president Nadine Levinson reported on the success of the semi-annual meeting held on November 7<sup>th</sup>. The guest speaker was Mr. Paul Beard of the Pacific Legal Foundation who provided a very informative presentation regarding the work PLF is involved with in defending the rights of private property owners along the California coastline who have legal issues with the Coastal Commission. The CBRA is considering having Mr. Beard return for another presentation at the spring meeting and urged property owners to consider making donations to the PLF to support the great legal work they do defending private property rights.

**I. MANAGER'S REPORTS**

The manager reported on the following items:

*1. Update on Entrance Improvement Project*

After much discussion and review of the estimated costs for the various parts of the overall project, the Board concluded that it was reasonable to expect the budget to be set at \$800,000 and directed the project consultant, Dave Gutierrez, to delete proposed landscaping elements in both the North Gate maintenance yard and at the corner of the entrance driveway common to the County beach parking lot.

*2. Review of Manager's Priority List*

The Board had asked staff about the cause of the flooding at 35361 during the last rain storm earlier this week and requested staff to reevaluate the condition and design of the filters in all the District's drains and create a priority maintenance list to prevent the flooding that occurred due to the clogged drain filter from earlier in the week.

**J. OLD BUSINESS**

*There was no old business*

**K. NEW BUSINESS**

*1. Election of New Board Officers*

President Laster nominated current Vice President Bell as President and Dir. Levinson as Vice President. There were no other nominations and the Board voted 4-0-1 (Director Schwartz absent) to approve the election of Vice President Kirk Bell as new Board President and Director Jerry Levinson as new Board Vice President to take office at the first meeting in January 2010.

**L. WRITTEN COMMUNICATIONS**

*There were no written communications*

**M. BOARD AND STAFF COMMENTS**

*There were no comments.*

**N. ADJOURNMENT**

The meeting was officially adjourned at 8:55 PM.

**ATTEST:**

State of California            )  
County of Orange            )ss  
Capistrano Bay District    )

**I, Donal S. Russell**, Manager of the Capistrano Bay Community Services District hereby certify that this is an *APPROVED* copy of the Minutes of meeting #554 held on December 10th, 2009.

\_\_\_\_\_  
DONAL S. RUSSELL, Manager

\_\_\_\_\_  
DATE